

PROCEEDINGS OF THE GREEN BAY WATER COMMISSION

Meeting of the Water Commission held at 8:30 a.m., Monday, October 9, 2017 at the Water Utility office.

Present: James F. Blumreich, Kathryn M. Hasselblad-Pascale (excused herself at 10:45 am,) Lisa M. Bauer-Lotto, Leon R. Engler, John C. Heugel, Nanette M. Nelson, and Doug J. Martin (excused himself at 10:33 am.)

Also present: Alderman Sladek, General Manager Quirk, Comptroller Mueller, Engineering Services Manager Powell, Distribution Manager Maes, Communications Director Lodes, Attorney William Vande Castle (arrived 9:30 am,) Water Quality Manager Hardwick, Brad Viegut of R.W. Baird, Richard Hope and Kathy Beduhn of AECOM, Evan Jensen, Distribution Maintenance Worker and Recording Secretary Smith.

Absent: None

Action Items

1. The agenda items were taken in the following order: 1, 2, 3, 6, 7, 4, 5, 8, 9

A motion was made by Huegel, seconded by Engler, and unanimously carried to approve the agenda as modified.

2. A motion was made by Hasselblad-Pascale, seconded by Martin, and unanimously carried to approve the Commission Meeting minutes of August 14, 2017.
3. A motion was made by Nelson, seconded by Engler, and unanimously carried to approve the special Commission Meeting minutes of September 26, 2017.
4. General Manager Quirk presented the job description for the new Business Manager position. This new position would be added to the Green Bay Water Utility organization chart as a first step to line up with the strategic plan, and would essentially broaden the functions of the current Comptroller position with a pay scale upgrade. The Commissioners discussed the job description to determine whether the wording and format would attract the talent the Utility is looking for.

A motion was made by Heugel, seconded by Engler, and unanimously carried to approve the new position of Business Manager to the Green Bay Water Utility organization chart.

Discussion Items

5. Richard Hope of AECOM presented the Green Bay Water Utility Master Plan Report to the Commission. The plan consisted of population and community growth projections, water requirement projections, evaluation of existing facilities, evaluation of water loss, risk and criticality analysis, improvements, and capital improvements plans.

The Commissioners discussed the Master Plan, including: the Utility main leak average compared to the national average, recommendations for monitoring, how wholesale customers affect the plan, recycling filter backwash water program, and the Hobart storage tank. They discussed how potential future collaborations with other utilities might impact the plan. They discussed the Public Service Commission's (PSC) rate increase evaluation process in regard to capital improvement financing. Also discussed was the Utility's ongoing collaboration with the City Department of Public Works to lower replacement costs while replacing the highest-risk areas.

Information Items

6. New Employee Evan Jensen introduced himself to the Commission.
7. Brad Viguet of R.W. Baird presented the status/results of the 2017 bond issue used for the advance refunding of a portion of the 2006 bond issue. The bond was taken out for the purpose of refinancing prior debt for savings, not for borrowing for a new project. The rate is locked in at 2.42%. Compared to the previous 5% bond, the Utility will save \$106,000.00/year.
8. Comptroller Mueller gave the financial report. He stated the finances are progressing as projected. Residential water usage has decreased, but industrial water usage has increased.
9. General Manager Quirk gave her report:

General Manager Quirk will attend the Protection and Welfare Committee meeting the evening of October 9, as they expressed interest in our lead removal efforts. The Utility is ahead of schedule in removing the lead services by December 2020. The Utility is currently sampling for lead and routine water quality parameters. As of Friday, October 6, there are 353 (of 2200) homes left to investigate for potential lead service lines in homes that were built before 1945. There have been 117 private lead service lines replaced and an additional 36 lead service lines found to add to the replacement list.

The Utility is contracting the company Trilogy to help with the PSC rate case. The Utility sent out a request for proposal for auditing services to several companies. General Manager Quirk has begun budget meetings with the Management team and select employees. Tax roll will start October 15. General Manager Quirk is creating contingency plans for the possible interim gap between Comptroller Mueller's retirement and the new hire for the position.

A budget ad hoc subcommittee is needed. Hasselblad-Pascale and Blumreich volunteered. The Utility will ask Martin to join as well, as he was on it last year.

Green Bay Water Utility has approved a change order for AECOM to use our hydraulic model to analyze the impacts to our water system in the event of a connection to Central Brown County Water Authority for emergency water service. The cost of this change order is being funding by the Central Brown County Water Authority. The Central Brown County

Water Authority should have collaboration information ready to share with Green Bay Water Utility sometime in the next 6 weeks.

Galardi Rothstein Group will be coming to Green Bay to discuss the basics of regionalization with both Green Bay Water Utility and Central Brown County Water Authority.

The Short Elliott Hendrickson company will be coming to the Utility in November to perform a study to determine the best way to address growing space needs.

Communications Director Lodes will be meeting with Spanish and Hmong communities to assure them that Green Bay Water Utility water is safe to drink. The Utility provided water at the Bellin Women's Half-Marathon on October 7. The Utility will also provide water to at the H.O.O.A.H. Suicide Prevention March on Veterans Day, November 11.

Equipment Maintenance Coordinator John Lake has put in his notice for retirement for January 2, 2018.

October 9 is the last day of Unidirectional Flushing for the year. The Utility completed about fifty percent of our system and will resume in spring of 2018 to complete the remainder of the City.

Meeting adjourned 10:47.

Respectfully submitted,

Leon R. Engler, Secretary